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Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: Southeast Alaska Regional Health Consortium	
Name of Project: Janitorial Service Training	
Reporting Period: 01/01/2009 – 03/31/2009	
Contact Person: Jim Ginnaty	
Contact Number: (907) 966-8747	Email Address: jimg@searhc.org
Expenditures to date:	
Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.	
Signed by: 	Dated: 4/13/09

1. In a few sentences, please describe the scope of your project: *To train 50 participants from 8 Southeast communities in the comprehensive cleaning system Operating System 1 (OS1). The (OS1) training is based on standardized janitorial service procedures and tools. This system is used by military bases, universities, laboratories and corporations.*

2. Project Activities for this Reporting Period: *Mt. Edgecumbe Hospital, Sitka - Environmental Services Manager is using the transitioning process skills learned at (OS1) Janitor University to implement the (OS1) Cleaning Process at Mt. Edgecumbe Hospital. The ES Manager has schedule a third party Baseline Audit, a Communication Meeting, a Building Profile, a Boot Camp and a Pilot Start-up.*

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc. *The Mt. Edgecumbe ES Manager has schedule a third party Baseline Audit, a Communication Meeting, a Building Profile, a Boot Camp and a Pilot Start-up. The Mt. Edgecumbe Hospital, Environmental Services Manager and the Ethel Lund Health Center, Facility Manager will be attending The Expert Trainers course at the end April. The course will prepare them to put on Boot Camps for their staff. We will complete our (OSI) Boot Camp in Kake in June after our clinic construction project is completed*

Currently SEARHC has 14 individuals from seven communities in Southeast in our Janitorial training program.

Two individuals have attended two training courses within the scope of this grant.

(Please complete form below.)

[illegible]

Please copy and use another sheet if you need more spaces.

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. *The cost of workshops, travel, supplies and freight has increased substantially since our initial proposal.*

Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope? *We will complete our (OSI) Boot Camp in Kake in June after our clinic construction project is completed. Currently our travel is over budget. We may need to request an extension to complete our (OSI) Boot Camp and Specialist Certifications goals.*

Please provide an explanation to this change and your resolution to the variance.

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc) *SEARHC will expect the individuals to use the transitioning process they learned at (OSI) Janitor University to actively work towards implementing the (OSI) Cleaning Process within their perspective facilities.*

Mt Edgecumbe Environmental Services manager has scheduled the following transitioning processes:
A third party Baseline Audit to determine a starting point for the (OSI) Cleaning Process.
A Communication Meeting to meet with staff, management, human resources, materials management and other stakeholders affected by the transition.
A Building Profile to workload the hospital and develop work schedule and Job Cards.
Select an area and staff to conduct Pilot Project.
A Boot Camp to train managers and staff on using the (OSI) Cleaning Process, equipment, chemicals, schedule, and Job Cards.
Pilot Project Start-up to provide on-the-job training and support for managers and staff during the Pilot Project.

8. Please identify areas that we can assist you in the future. *Nothing at this time.*